

FACILITIES MANAGEMENT & CAPITAL PROJECT STATUS REPORT

October 2015

Facilities Management – General

In the past month the maintenance crews have completed 285 work orders, and are currently working on 575 open work orders.

Facilities maintenance trade crews are currently scheduled at EHS and once finished will move to Lincoln Park Middle School.

We are still working on the process for hiring a new School Equipment Maintenance Mechanic to replace Jeff Graves, who retired in August.

Multiple dead trees that were a safety hazard for students and staff were removed at Congdon.

Additional access control is being added at MWE in the front vestibule.

The District will receive a \$4,462 MNPower CIP rebate for change of location of our data center. The District will receive a \$7,180 MNPower CIP rebate for the installation of LED lighting in OEMS gym.

After review, over the past six years the District has applied for and received just short of \$400,000 in rebate funds from the MNPower CIP (Conservations Improvement Plan).

The P2000 building card access control software and firmware upgrades are progressing to allow the new wireless access control system at HOCHS to “talk” with our existing hard wired systems at other buildings. This upgrade is taking longer than anticipated, but should be completed shortly and will allow us to activate the HOCHS access control system on doors with the hardware currently installed.

Capital Construction:

Ongoing - Facilities is working with design professionals as well as time and material contractors to facilitate the completion of the School Board approved projects related to the remaining LRF fund balance. Projects related to this have begun or are complete at Denfeld, EHS, OEMS, Homecroft, Lakewood, Lester, MacArthur, HOCHS, Lowell, MWE, Congdon, and Stowe.

The project for Classroom Security Locksets and new key cylinders throughout has been completed at Homecroft and Lowell, with Lakewood, Stowe, and HOCHS scheduled to occur shortly.

Three tables and three bike racks were installed on the new concrete at Denfeld’s main front entrance.

HOCHS new main entrance design is 95% complete.

MacArthur elevator shaft modification preconstruction meeting is scheduled for November 5.

Homecroft’s gym sound system has been installed.

Lakewood’s parking lot LED lighting system is being installed.

HOCHS LED clock tower lighting retrofit project has begun and is being accomplished in-house.

HOCHS exterior lighting LED retrofit is underway with Hunt Electric.

The OEMS pool blinds are installed and operational.

The EHS Culinary Arts casework modification project will be completed over the winter break.

OEMS Auditorium Sound and Lighting Renovation project is out for bids at this time.

Meetings are ongoing related to the FabLab project and new construction.

Operations

We are currently evaluating the applicants for the open Engineer III position at Lincoln Park Middle School and should be able to fill that position soon. We will then begin the evaluation and interviewing process for the current open Engineer II positions (Stowe, Piedmont, and Lowell).

Several facilities members attended certified pool operator training and all passed the required test.

Two facilities administrators attended the Minnesota Department of Health Indoor Air Quality Coordinator training.

Interviews were conducted for two (2) open custodian positions at Lincoln Park Middle School and two permanent custodians were selected.

Several facilities employees were successful in passing different stages of the State boiler test. Congratulations to all that passed, and good luck to several that will be testing in November.

Health, Safety & Environmental Management

- Environmental/Health/Safety
 - Smoke alarms were removed and replaced with a fire alarm pull in the science lab at Denfeld due to the alarms being set off during low smoke experiments. The ventilation system was also looked into and found to have lower cfm than the system set point. The dampers are being looked at and then flow rates may be increased to provide adequate airflow in the lab.
 - The labor management safety committee with new members was formed and will have their first meeting next month.
 - Options for deck texturing are being researched for playground equipment. The platforms become slippery when wet.
- Emergency Response
 - A follow up meeting was held to determine the next steps after receiving ALICE training. A discussion with the principals' group will be held.
 - Individual site plans were updated after some technology glitches.
- Workers' Compensation Activities
 - OSHA Recordables: 3 recordable incidents. One slip on a wet floor, one tripped by a student, one repetitive motion injury.
 - Incidents Reported: 23 injuries reported.

Risk Management

There have been no significant reportable incidents or claims relating to insurance policies for general liability, property, auto, and school leader's legal liability.